



State Environmental Review Process (SERP) Coversheet for SRF Applicants and Recipients

Applicant and Project Information	
Applicant Name (Agency):	
Project Title:	
Project Contact Person:	Telephone:
Address:	
Email:	
Brief Project Description:	

Please submit all SERP documentation listed below together with this form to Ecology's Regional Engineer or Manager and the Environmental Review Coordinator for review and approval.

Check the boxes below to indicate that the SERP Packet includes the documentation for the items listed and complies with Ecology guidance and procedures. Provide comments for additional information when needed.

1. SEPA review documentation:

- a. ☐ SEPA checklist.
- b. ☐ The signed SEPA determination.
- c. ☐ Documentation that the lead agency solicited public comments (affidavit of publication or similar).
- d. ☐ Any comments received by the lead agency.
☐ No comments received.
- e. ☐ Categorical exemption. (*Categorical exemptions may be further reviewed by Ecology to ensure consistency with SERP. Provide documentation of the review and determination that the entire project as funded by federal SRF qualifies for categorical exemption.*)

Comments:

2. Cost effectiveness analysis documentation (*required for all projects after FY 2017*):

- a. ☐ A complete description of the alternatives that were considered.
- b. ☐ Documentation that all appropriate alternatives were considered (regional approaches, reclaimed water, alternative technologies, I/I correction, etc.)
- c. ☐ Comparison of monetary costs/benefits of each alternative.
 - i. ☐ Consideration of capital, operation, maintenance, replacement costs (20 year present value).
 - ii. ☐ Estimate of sewer rates using different financing alternatives.

- iii. ☐ Data for hardship analysis (if appropriate).
- d. ☐ Comparison of non-monetary costs/benefits of each alternative, including environmental impact, energy impacts, growth impacts, and community priorities.
- e. ☐ Information supports that selected alternative represents the cost effective alternative.

Comments:

3. Documentation of public participation in the selection process (required for all projects):

- a. ☐ Public meeting announcement.
- b. ☐ Meeting agenda listing discussion of environmental impacts.
- c. ☐ Meeting agenda listing discussion of alternatives, costs, and rate impacts.

Comments:

If you need this document in a format for the visually impaired, call the Water Quality Program at 360-407-6600. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.